



# Dunham Cellars, LLC

## Contract for Hangar Lounge Private Event

The undersigned renter hereby agrees to reserve the Hangar Lounge at Dunham Cellars for the date of (date) for a private dinner party from (time) for (#) people. Dunham Cellars will arrange catering, staffing, rental equipment, and all other supplies necessary for the event.

### 1. Payment.

#### a. Terms:

The undersigned renter and Dunham Cellars have agreed to the following fee:

Per Person: (cost) initial: \_\_\_\_\_

Event Time: (time) initial: \_\_\_\_\_

#### b. Deposit:

The undersigned renter agrees to return a 50% deposit to Dunham Cellars within 10 (ten) days of receiving this contract. This deposit is non-refundable even in the instance of cancellation.

Deposit Amount: (cost) initial: \_\_\_\_\_

Date Due: (date) initial: \_\_\_\_\_

#### c. Final Payment:

Final payment of the balance in full is due to Dunham Cellars 10 (ten) days prior to the event.

Remaining Balance Due: (cost) initial: \_\_\_\_\_

Date Due: (date) initial: \_\_\_\_\_

#### d. Final Guest Count:

Final Guest Count is due to Dunham Cellars 10 (ten) days prior to the event. If the final count is less than 50% of the original guest count estimate, the minimum payment due will be 50% of the original estimate (# people). If the final guest count is more than the original guest count (# people), the remaining balance due will increase by \$cost per added person.

Final Guest Count Date Due: (date) initial: \_\_\_\_\_

### 2. Cancellation Policy.

- a. The undersigned renter may cancel the event up to 11 (eleven) days prior to the event. If the event is cancelled within 10 (ten) days prior to the event, the undersigned agrees to be completely responsible for all fees based on the most recent guest count, and will not be refunded the non-refundable deposit.

Last day to cancel event: (date) initial: \_\_\_\_\_



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### 3. Terms and Conditions.

The undersigned renter hereby agrees to the following conditions during the Dinner Party:

- a. The undersigned renter assumes all responsibility for all guests attending the event.
- b. No alcohol other than Dunham Cellars' wine may be served during the event. Dunham Cellars is the only approved staff to pour alcohol.
- c. If the event exceeds the above stated time limit, the undersigned renter agrees to pay an additional \$150 per hour. The Dunham Cellars employee present must approve time extensions. The event will be considered over when the last person leaves and so the renter will be charged for that time in one-hour increments.
- d. No persons under 21 may consume any alcohol. All persons must have appropriate identification to prove their age, and must be able to present said identification to any Dunham Cellars employee at any time during the event. There are no exceptions.
- e. Dunham Cellars reserves the right to not serve any person showing signs of intoxication.
- f. All guests must adhere to all regulations set forth by Dunham Cellars, and must abide by all rules set forth by Dunham Cellars employees.
- g. There is no smoking on Dunham Cellars property.
- h. No Dunham Cellars property may be used or modified in any way except by express written permission by Dunham Cellars.

Renter:

Dunham Cellars:

Signed:

Signed:

\_\_\_\_\_

\_\_\_\_\_

Date:

Date:

\_\_\_\_\_

\_\_\_\_\_

Print Name:

Print Name:

\_\_\_\_\_

\_\_\_\_\_

Title:

Title:

\_\_\_\_\_

\_\_\_\_\_

### Renter Contact Information:

Name:

Phone:

Email:

Address: